

November 6, 2003

The Honorable Board of Supervisors  
County of Los Angeles  
383 Kenneth Hahn Hall of Administration  
500 West Temple Street  
Los Angeles, CA 90012

Dear Supervisors:

**APPROVAL TO IMPLEMENT AN ON-THE-JOB TRAINING PROGRAM UNDER THE  
JUVENILE JUSTICE CRIME PREVENTION ACT (JJCPA) PROGRAM**

**(ALL SUPERVISORIAL DISTRICTS) (3 VOTE)**

**IT IS RECOMMENDED THAT YOUR BOARD:**

1. Approve the implementation of an On-the-Job Training (OJT) program in the amount of \$300,000 funded through the Juvenile Justice Crime Prevention Act (JJCPA) in collaboration with the County Department of Community and Senior Services (CSS).
2. Delegate authority to the Director of CSS, or his designee, to negotiate and execute contracts with five of their existing contractors to provide the OJT program services, after County Counsel approval as to form and effective December 1, 2003 through June 30, 2004.

**PURPOSE/JUSTIFICATION OF RECOMMENDED ACTIONS:**

The recommended actions will allow Probation to comply with the Comprehensive Multi-Agency Juvenile Justice Plan (Plan) and CSS to negotiate and execute contracts with five existing service providers to provide paid work experience and on-the-job training with placement in full time unsubsidized employment to probation youth between the ages of 17 and 18 who have obtained a High School Diploma or GED.

**FISCAL IMPACT/FINANCING:**

The recommended program will not exceed \$300,000 through June 30, 2004. The costs are 100% offset by JJCPA funds, which are included in the Probation Department's FY 2003-2004 Budget. Consequently, no net County cost is required to fund the proposed program.

**FACTS AND PROVISIONS/LEGAL REQUIREMENTS:**

On March 20, 2001, your Board authorized the Chief Probation Officer to finalize the Plan and apply to the State Board of Corrections (BOC) for Crime Prevention Act of 2000 (CPA 2000) funding, now known as the Juvenile Justice Crime Prevention Act (JJCPA). SB 736 (Poochigian-Burton) addressed the future of JJCPA and authorized the BOC to use \$116,300,000 for all participating counties for FY 2002-2003. Los Angeles County's allocation was \$32,742,714. For FY 2003-2004, \$116,300,000 was again authorized for all participating counties. The new Los Angeles County's allocation is \$32,612,056, a reduction of \$130,658. Consistent with the Plan, the Probation Department collaborated with the County's Department of Community and Senior Services (CSS) to implement a youth employment preparation program. For FY 2002-2003, Probation entered into an MOU with CSS for these services for a total of \$184,344. These services will be replaced by the proposed OJT program.

Recommendation No. 1 requests approval to implement an OJT program in the amount of \$300,000 in collaboration with CSS. The proposed OJT program is a progression of the previous CSS-administered employment preparation program. The OJT Program will provide work maturity and job specific training to 50-60 probation youth aged 17-18 who have already obtained a High School Diploma or GED, and will place them into jobs throughout the County. The program implementation is designed in three phases: (1) workshops to provide work readiness skills, (2) paid internships that will determine if a youth has skills and interests in a specific area or occupation, and (3) on-the-job training to include job placement with wages paid by employer and the program. A minimum of 70% of participants who complete Phase 3 will be placed in unsubsidized employment.

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CSS will contract with five of their existing contractors to provide the required services. The proposed contracts will be for the period of December 1, 2003 through June 30, 2004. The program may be extended into future fiscal years contingent on continued legislative funding and approval as to form by County Counsel.

Recommendation No. 2 delegates authority to the Director of Community and Senior Services, or his designee, to negotiate and execute contracts with five of their existing contractors for the OJT program, utilizing JJCPA funds. Probation and CSS will enter into a new MOU for FY 2003-2004 to implement the proposed OJT program for a total of \$300,000. The FY 2003-2004 MOU will assign CSS the responsibility of contracting with previously procured contractors to implement the OJT program.

CSS proposes to contract for JJCPA-eligible OJT program services with Maravilla Foundation, Communities In Schools of South Bay, Inc., Catholic Charities Inc. (dba Archdiocesan Youth Employment Services), Southeast Area Social Services Funding Authority (SASSFA), and East San Gabriel Valley Consortium (dba LA Works). With prior approval from Probation, CSS may contract with alternate agencies based on program needs and/or agency's abilities to provide required services. The contracts will be effective December 1, 2003 through June 30, 2004, upon approval by County Counsel as to form.

CSS concurs with the recommendations and has indicated its ability to effectively contract with the five service providers in accordance with the terms of the MOU between Probation and CSS.

The proposed program is consistent with the BOC-approved Intensive Transition component of the Plan.

#### Implementation of Strategic Plan Goals

The recommended Board actions are consistent with the Countywide Strategic Plan Service Excellence Goal #1 and Children and Families' Well-Being Goal #5. Implementation of these recommendations will provide services that will be beneficial and responsive to probation youth and their families. Further, they will improve their well-being and promote self-sufficiency.

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**CONTRACTING PROCESS:**

Since the implementation of the JJCPA Plan, your Board has delegated authority to the Chief Probation Officer to contract with several CBOs and government agencies utilizing JJCPA funds. The MOU with CSS will be negotiated and executed consistent with the Plan approved by BOC. Further, CSS will negotiate and execute contracts consistent with County rules and regulations. CSS' contracts will contain all of the required County terms and conditions.

**IMPACT ON CURRENT SERVICES (OR PROJECTS)**

The proposed FY 2003-04 MOU with CSS will result in services which will provide probation youth with paid work experience and on-the-job training. The services are a logical progression from the job training preparation that JJCPA contractors have provided during the past two years.

Respectfully submitted,

RICHARD SHUMSKY  
Chief Probation Officer

c:     Executive Officer, Board of Supervisors  
        Chief Administrative Officer  
        County Counsel  
        Auditor-Controller  
        Dept of Community and Senior Citizens